



Department of Financial Services
City of Frisco, Texas

Memorandum

To: Honorable Mayor Maso and City Council Members

Thru: George Purefoy, City Manager
Nell Lange, Assistant City Manager

From: Tom Johnston, Purchasing Manager
Anita Cothran, Director of Financial Services

Date: September 24, 2008

Subject: Consider and Act Upon Award of Bid #0806-061, Annual Contract for Custodial Services to Initial Building Maintenance Services, Inc. d/b/a International Building Services, and Approval of Resolution Authorizing the City Manager to Execute the Agreement.

Action Requested: City Council award of bid #0806-061, annual contract for Custodial Services to Initial Building Maintenance Services, Inc. d/b/a International Building Services, and approval of a resolution authorizing the City Manager to execute the agreement in the estimated annual amount of \$395,309.

Background Information: Purchasing solicited bid #0806-061, annual contract for Custodial Services. Bids were received on 7/22/08 from International Building Services, AHI Facility Services, Premier Cleaning Services, ACBMS, LLC, Oriental Building Services, Pivot Building Services, Town North Services, STG Industrial Maintenance, Members Building Maintenance, Aztec Facility Services, Inc., Elite Building Services, ISS Facility Services, International Building Services (Austin) and Entrust One Facility Services, Inc. Due to the critical nature of the quality of service with a custodial contract, purchasing chose the "Best Value" bid process as described in chapter 252.043 (b) of the Texas Local Government Code. This process allows evaluation based on a list of criteria, including, but not limited to price. A committee of staff personnel evaluated the submitted bids, determined the top bids, and conducted interviews and site visits prior to making the award recommendation. Staff is recommending Initial Building Maintenance Services, Inc. d/b/a International Building Services as the "Best Value" to the City.

Board/ Citizen Input: N/A

Alternatives: City Council could choose not to award at this time.

Financial Considerations: Funding for this is available through Facilities' Division operational budget

Legal Review: Claire Swann of Abernathy, Roeder, Boyd & Joplin has reviewed the agreement and approved its form.

Supporting Documents: Department memo, resolution, and agreement.